



DEPARTMENT OF DEVELOPMENTAL SERVICES – NORTH REGION  
JOB OPPORTUNITY  
**HEAD NURSE**

**PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!**

**Open To:** Public

**Location:** Hartford Regional Center (Newington Office)

**Job Posting No:** 18599

**Hours:** 3rd Shift - Full-Time (70 Hours Bi-Weekly)

**Week 1:** Friday thru Sunday are regular days off; Monday & Tuesday 10:15pm-6:15am; Wednesday 11:15pm-6:15am; Thursday 10:15pm-6:15am

**Week 2:** Friday and Tuesday are regular days off; Saturday thru Monday 10:15pm-6:15am; Wednesday 11:15pm-6:15am; Thursday 10:15pm-6:15am

**Salary:** HN-24 - \$60,862 – \$82,411 (New employees to state service start at the beginning of the range)

**Closing Date:** December 5, 2016

**Examples of Duties:** Duties are consistent with the Head Nurse class specification and include but are not limited to: independently develops, implements and monitors nursing and/or health care plans for assigned caseload; provides supervision of LPN nursing and direct care staff, monitoring nursing services on assigned shift; conducts nursing assessments including admission and discharge assessments; develops and implements plans for continuing care; assures nursing care plans and physician's orders are carried out in a complete and timely manner; completes periodic nursing reviews and provides nursing/medical input to interdisciplinary team; maintains records and provides written reports; provides nursing services that comply with ICF regulation, DDS policy and regulation and RN Quality Job Performance Standards; provides direct nursing care to individuals including assisting with medication administration; provides nursing input and medical information to interdisciplinary team; provides shift to shift communication with nursing and residential staff; attends meetings pertaining to individual consumer care, monthly house meetings and nurses meetings. Perform related duties as required.

**General Experience:** Two (2) years of experience as a Registered Professional Nurse

**Substitutions allowed:** A Bachelor's degree in Nursing may be substituted for one (1) year of the General Experience.

**Special Requirements:**

1. Incumbents in this class must possess and retain a license or temporary permit as a Registered Professional Nurse in Connecticut.
2. Incumbents in this class may be required to be fluent in a foreign language or proficient in the use of the American Sign Language in certain designated positions.
3. Incumbent may be required to travel and possess a valid driver's license.

**Working Conditions:** Incumbents in this class may be required to lift and restrain patients/clients; may have exposure to communicable/infectious diseases and risk of injury from assaultive/abusive patients/clients; may be exposed to disagreeable conditions.

**Preferred Skills and Experience:**

- CPR (BLS)
- Computer proficiency
- Good verbal and written communication skills
- Demonstrated experience providing nursing services to individuals with intellectual disabilities

**Note:** The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

**Application Procedure for All Applicants:** Interested and qualified candidates who meet the above requirements should submit a fully completed Application for Examination or Employment (CT-HR-12) located at [www.das.state.ct.us/exam](http://www.das.state.ct.us/exam). Current State employees must also provide copies of their last two performance appraisals. Non-State employees must also provide two (2) letters of reference.

**All application materials must be received by 11:59 p.m. on the closing date indicated above.**

**Incomplete application materials will not be considered.**

Application materials may be emailed, faxed, or mailed to:  
Department of Developmental Services — North Region  
Human Resources  
155 Founders Plaza/255 Pitkin Street – 2nd Floor  
East Hartford, CT 06108  
Attn: Recruiter

Email: [DDS.NR.Recruiting@ct.gov](mailto:DDS.NR.Recruiting@ct.gov) Fax: (860) 706-1420 Phone: (860) 263-2616

Preferred method of delivery is via email

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.